

*City of Mountain Grove, Missouri*

*100 East State Street, P.O. Box 351*

*Mountain Grove, Missouri 65711*

*417-926-4162*

September 18, 2013

Dear Consultant:

The City of Mountain Grove, Missouri is requesting the services of a consulting engineering firm to perform the described professional services for the project included on the attached list.

If your firm would like to be considered for these consulting services, you may express your interest by responding to the appropriate office, which is indicated on the attachments. Please limit your letter of interest to no more than two (2) pages. This letter should include any information which might help us in the selection process, such as the persons or team you would assign to each project, the backgrounds of those individuals, and other projects your company has recently completed or are now active. It is required that your firm's Letter of Interest, be on file with the City of Mountain Grove, Missouri. The statement of qualifications is not included in the total page count limit.

DBE firms must be listed in the MRCC DBE Directory located on MoDOT's website at [www.modot.gov](http://www.modot.gov), in order to be counted as participation towards an established DBE Goal. We encourage DBE firms to submit letters of interest as prime consultants for any project they feel can be managed by their firm.

It is required that your firm be prequalified with MoDOT and listed in MoDOT's Approved Consultant Prequalification List, or your firm will be considered non-responsive.

We request all letters be received by 5:00pm, October 24, 2013 at Mountain Grove City Hall, 100 East State Street, P.O. Box 351, Mountain Grove, Missouri 65711.

Sincerely,

Delbert Crewse  
Mayor

Attachment

**Mountain Grove/Wright County     Route 95**

**Federal Aid No.**        MO 95 DOT #667702P MP 269.36  
RRP 000S (415)

**Location:**                Mountain Grove, Missouri Wright County

**Proposed Improvement:**

Design/construction/inspection of a new roadway and bridge for the realignment of MO Hwy 95 and overpassing BNSF Railway tracks. Roadway and bridge will be designed and constructed to meet MoDot and BNSF Railway standards and requirements.

**Length:**                 Approximately 1200 LF. Using some existing city streets and right-of-ways for relocation purposes.

**Approximate Construction Cost:**  
\$3.0 million

**DBE Goal Determination:**  
**9%**

**Consultant Services Required:     SCOPE OF SERVICES**  
**Services required will include but not be limited to:**

Preliminary Engineering...

- Meeting the time constraints imposed by all of the funding partners
- Acquiring and reviewing all the existing studies, reports and other documents pertinent to the project area.
- Establishing and maintaining a working relationship with the subject railway and other affected property owners.
- Performing geo technical investigations, storm water and environmental studies.
- Researching issues related to historical preservation and identifying all factors which could have a significant impact upon the project cost.
- Conducting surveys, preparing legal descriptions, exhibits, and assisting the city with right-of-way acquisitions.
- Preparing and presenting a detailed cost estimate of the project to city officials.

Bid/Construction Phase Engineering...

- Prepare plans and specifications in full compliance with the requirements of MoDOT and affected BNSF railway.

- Acquire the necessary approvals and permits to place the project out for bids.
- Prepare the required bid documents and assist the LPA with the bidding process of the project.
- Provide customary bid phase services, including the bid opening and recommendations for the selection of a qualified contractor.
- Prepare the construction phase contract documents for the LPA and the selected contractors use.
- Coordinate and preside over all pre-construction activities.
- Perform all customary construction phase services including periodic site and material inspections, (if not performed by MoDOT) change order preparations, and the review of request for partial and final payments.
- Provide periodic progress reports to the LPA.
- Assist LPA with conflict resolution which may occur.

**Contact Person:** Rick L. Outersky  
 100 East State Street, P.O. Box 351  
 Mountain Grove, Missouri 65711  
 417-926-4162  
[mgcity2@getgo.in.net](mailto:mgcity2@getgo.in.net)

**Deadline:** Thursday, October 24<sup>th</sup>, 2013 at 5:00pm

**Submit:** Letter of interest should be submitted at the above contact information.

Pursuant to the **Brooks Act for Consultant Selection**, the following criteria will be the basis for selection. Additional criteria can be added with the approval of Central Office Design.

- The specialized experience and technical competence of the firm with respect to the type of services. Value: 1-5 points (5 being the highest)
- The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations fixed for the completion of the project. Value: 1-10 points
- The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules. Along with past projects specific to the LPA's needs. Value: 1-15 points

Total possible score: 30 points